

NGDA Lifecycle Maturity Assessment (LMA) 2017 Training



May 2017

Webinar Information

- ❖ Webinar will be recorded and posted online
- ❖ All participants will be on mute
- ❖ Chat is enabled for all Q&A – use this to ask questions!
- ❖ Questions will be answered at the end of the presentation from the chat dialog, followed by an open Q&A session

Topics

- ❖ 2017 LMA Team Members
- ❖ Background and Benefits
- ❖ 2017 LMA Development Process
- ❖ LMA Elements
- ❖ Getting Started
- ❖ Completing the Assessment
- ❖ Review and Submit Assessment
- ❖ LMA Output
- ❖ 2017 LMA Schedule
- ❖ LMA LimeSurvey Demo

2017 LMA Team Members

Interagency Team

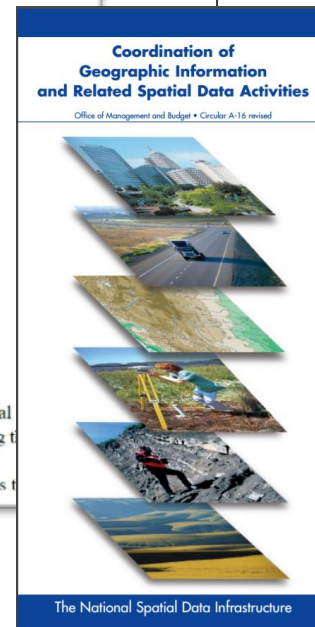
- Kyle Arndt (NPS)
- Anne Ball (NOAA)
- Wendy Blake-Coleman (EPA)
- David Cackowski (US Census Bureau)
- Roger Johnson (NPS)
- Lisa McBride (Forest Service)
- Lorri Peltz-Lewis (Forest Service)
- Charles Spicer (US Census Bureau)
- Douglas Vandegraft (BOEM)
- Butch Lazorchak (Library of Congress) for Archive Stage

Support Team

- Jennifer Carlino (FGDC)
- Jim Irvine (ArdentMC)
- Robin Hoban (BAH)
- Bradley Macpherson (BAH)
- John Davidson (Image Matters)
- Lara Duffy (Image Matters)

Background – Understanding the Assessment

- ❖ Key Initiatives, Directives, and Guidance for Portfolio Management
 - ❖ OMB Circular A-16 and A-16 *Supplemental Guidance*
 - ❖ NSDI Strategic Framework



FGDC.GOV
FEDERAL GEOGRAPHIC DATA COMMITTEE

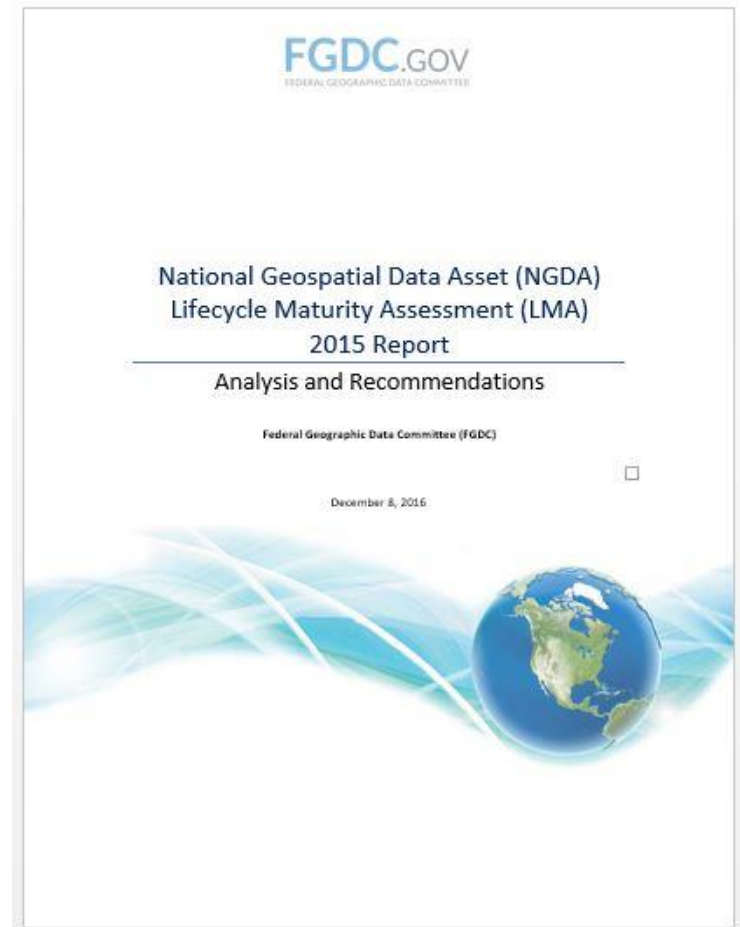
**NATIONAL SPATIAL DATA INFRASTRUCTURE
STRATEGIC FRAMEWORK**

Federal Geographic Data Committee
December 2016

Background – Understanding the Assessment

❖ NGDA Datasets

- ❖ 177 datasets completed 2015 baseline assessment
- ❖ All current NGDA Datasets must undergo the 2017 maturity assessment during the **open period from May 8 - August 4, 2017**
- ❖ Any new datasets designated as NGDA during the 2017 LMA cycle (May 8 - Aug 4) will use the 2017 LMA as their baseline assessment

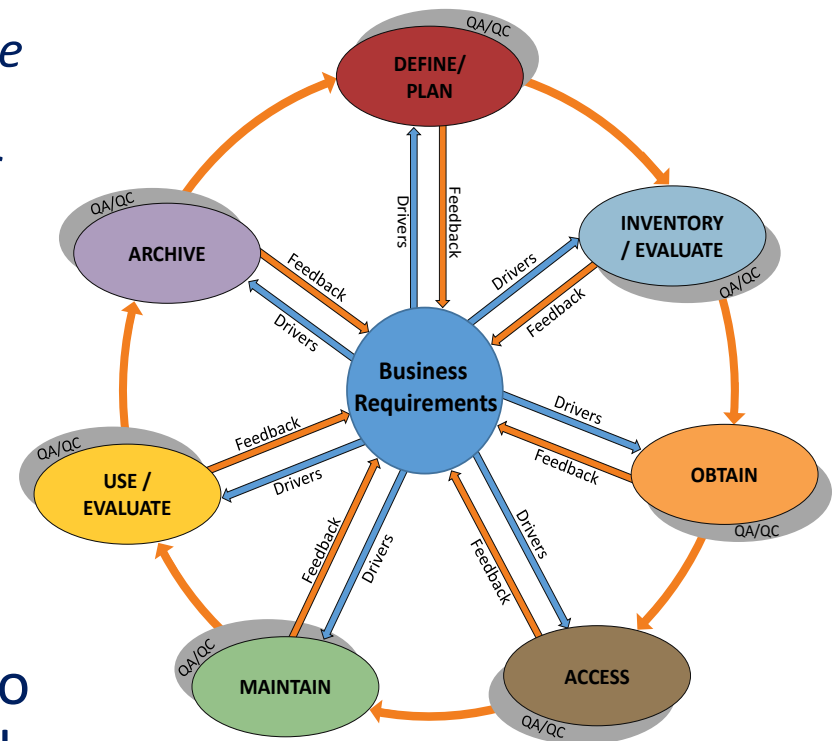


Background – Understanding the Assessment

- ❖ Fulfills OMB A-16 Supplemental Guidance requirements

NGDA Dataset Managers should evaluate their NGDA Dataset(s) against the Geospatial Data Lifecycle stages in order to report on their maturity and status (Section 3.4.1)

- ❖ 2017 LMA consists of 20 maturity questions and 12 justification questions, plus general and feedback questions
- ❖ Uses the online LimeSurvey tool to facilitate reporting and dashboard



Lifecycle Maturity Assessment – Benefits

Consistent maturity metrics for all NGDA Datasets in the NGDA Portfolio to:

- ❖ Communicate about NGDA Dataset and Theme maturity
- ❖ Identify opportunities where maturity can be improved
- ❖ Identification of strengths and gaps to help set priorities
- ❖ Integrate results with 2015 assessment to describe strengths and challenges among NGDA Datasets and Themes
- ❖ Identify where access and discoverability can be enhanced
- ❖ Promote collaboration among Theme strategic goals
- ❖ Contribute to the NGDA Dataset, Theme Summary, and Portfolio Summary reports that will be released later this year
- ❖ Increase transparency through Geospatial Platform dashboard
- ❖ Provide managers with a broad view of the status of the national geospatial portfolio

Background – Understanding Key Roles

Dataset Managers

- ❖ Provide coordination for NGDA Datasets at national level
- ❖ Responsible for inputting information into the LMA, along with assistance from Data Stewards and others
- ❖ Assess the NGDA with respect to the benchmarks associated with each phase of the lifecycle and note areas needing improvement
- ❖ Manage the planning, O&M, and evolution of an NGDA
- ❖ Engage with stakeholders to ensure stewardship occurs and requirements are met
- ❖ Develop annual NGDA work/management plans reflecting the initial baseline results and subsequent assessments
- ❖ Communicate resource needs with the Theme Leads, Executive Champions, and SAOGIs

Background – Understanding Key Roles

Theme Leads

- ❖ Provide interdepartmental leadership and coordination of NGDAs within a specified Theme
- ❖ Coordinate information with Dataset Managers and integrate individual NGDA Datasets at the Theme level
- ❖ Ascertain overall maturity of Themes based on LMA results
- ❖ Set strategic direction for the Theme
- ❖ Promote collaboration within Dataset Managers as well as other Themes as appropriate
- ❖ Communicate resource needs with the Executive Champions, SAOGIs, and FGDC Steering Committee

FGDC Office of the Secretariat

- ❖ Coordination for A-16 NGDA Portfolio Management process
- ❖ Facilitate Dataset Managers and Theme Leads efforts to complete the LMA

2017 LMA Development Process

- ❖ Established a small interagency “Core Team” to lead the development of the updated 2017 LMA
- ❖ Outcomes and recommendations from the 2015 LMA Analysis and Recommendations Report were reviewed
- ❖ Requirements and changes were documented, assessed, and prioritized
- ❖ Meeting schedule and feedback loop was implemented to review and improve questions
- ❖ Maturity Matrix questions, associated metrics, and calculations were reviewed

LMA Elements

❖ Maintained from 2015:

- ❖ 7 Geospatial Data Lifecycle Stages
- ❖ Maturity Matrix
- ❖ Online Tool
- ❖ Question intent
- ❖ Question numbering

Maturity	Maturity Characteristics for All Lifecycle Stages
Optimized; Established Rank = 5	Dataset meets virtually all business needs of all users. The dataset is considered authoritative by owners and secondary users. It is curated across all stages of the approved lifecycle. Future needs are defined for both the primary owner and secondary users on a regular basis and resources for addressing both current and future business requirements are available.
Mature; Consistent Rank = 4	Dataset meets all the business needs of the primary owner and most of the secondary users. The dataset is curated and used as an authoritative resource by the primary owner and secondary users. Future needs are being identified and steps are planned to address these. All stages are supported and reviewed on a recurring basis. The dataset is well managed in relation to the approved lifecycle.
Managed; Predictable Rank = 3	Dataset meets a significant number of the business needs of the primary owner and is widely used by secondary users. Benchmark activities are occurring in at least four of the approved lifecycle stages. Management practices in relation to the approved lifecycle is moderate but consistent. Dataset is integrating changing business requirements in lifecycle stages impacting overall maturity.
Transition; Transformation Rank = 2	Dataset meets business needs of the primary owner and has moderate use by secondary users. Benchmark activities are occurring in at least three stages. Efforts to integrate funding, include partners, and obtain data are not supported in a sustained manner. Management practices in relation to the stages of the approved lifecycle is limited.
Planned; Initial Development Rank = 1	Dataset in initial planning or limited in meeting business needs of the primary owner. Benchmark activities in the approved lifecycle are just starting to consider secondary uses. Partners/stakeholders involvement is being defined and developed to support additional dataset uses. Dataset development is in a very early stage. Minimal or limited management against the benchmarks in the approved lifecycle.
No Activity Rank = 0	Dataset not developed or meets project/local business needs of the primary owner. Secondary, additional uses, or partners/stakeholders were not considered. Dataset is not recognized as authoritative data or is part of a similar dataset. Not managed to any of the benchmarks in the approved lifecycle.

LMA Elements

- ❖ Changed in 2017:
 - ❖ Replaced open Justification Comment with pick lists
 - ❖ Removed document upload
 - ❖ Improved maturity response selection and calculation
 - ❖ Responses changed, so 2015 could not be imported into the tool
 - ❖ Added new general questions numbered “0”

Getting Started



Preparing for Lifecycle Maturity Assessment

- ❖ Download and print a copy of the [NGDA Lifecycle Maturity Assessment](#) Word document
- ❖ Question Overview
 - ❖ 3 General Questions (Q0 Part 1-3)
 - ❖ 20 Maturity Ranked Questions (Q1-19)
 - 12 Justification Questions with pick lists to support maturity responses
 - ❖ 2 Feedback Questions (Q20-21) to determine number of personnel and hours needed to complete the LMA, and provide any feedback on assessment

Preparing for Lifecycle Maturity Assessment

- ❖ All Maturity Ranked Questions are required
- ❖ Related Justification Responses are required if:
 - Question response is ranked 0 (provide text-based justification)
 - Question response is ranked 1-5 (select pick-list justification)
 - Other response selected (provide text-based justification)
- ❖ Review [How to Calculate Maturity](#) updated for 2017
- ❖ Review the 2015 LMA submission for the NGDA by clicking the [NGDA Dataset \(Report\)](#) online

NGDA DATASET (REPORT)	METADATA RECORD	THEME (REPORT)	AGENCY
Bailey's Ecoregions And Subregions Of The United States, Puerto Rico, And The U.S. Virgin Islands - Direct Download	Bailey's Ecoregions And Subregions Of The United States, Puerto Rico, And The U.S. Virgin Islands - Direct Download	Biodiversity and Ecosystems	USDA-USFS
Environmental Sensitivity Index (ESI) Data Viewer and REST Services for Atlases	Environmental Sensitivity Index (ESI) Data Viewer And REST Services For Atlases	Biodiversity and Ecosystems	DOC-NOAA
FWS Critical Habitat for Threatened and Endangered Species Dataset	FWS Critical Habitat for Threatened and Endangered Species Dataset	Biodiversity and Ecosystems	DOI-FWS

Resources

- ❖ Review the online [2017 NGDA LMA Resources](#) on the GeoPlatform.gov Theme Lead Community
- ❖ Read the [NGDA LMA - Frequently Asked Questions \(FAQ\)](#) document
- ❖ Contact the NGDA LMA Help Desk: NGDA_LMA_help@fgdc.gov

GEOPLATFORM.gov fgdc

[Overview](#) [Data](#) [Communities/Agencies](#) [Resources](#) [Marketplace](#) [Sign In](#) [Help](#)

2017 NGDA Lifecycle Maturity Assessment
A-16 NGDA Theme Community NGDA LMA Help Desk

2017 NGDA Lifecycle Maturity Assessment
Lead: Federal Geographic Data Committee (FGDC), Office of the Secretariat
Lead: Jennifer Carino (FGDC)

2017 NGDA LMA Resources

- NGDA Lifecycle Maturity Assessment
- How to Calculate Maturity
- Maturity Matrix
- NGDA LMA FAQ

2017 NGDA Lifecycle Maturity Assessment Training Slides

- LMA Training - Background and Overview
- LMA Training - LMA Functionality and Tips

2017 NGDA Lifecycle Maturity Assessment Training Recording

- NGDA LMA Training Video (Under Review)

Welcome to the 2017 NGDA Lifecycle Maturity Assessment

Below you will find information about upcoming events and what's new in 2017. To the left you will find informational resources to help guide you through the LMA process. If you have questions, contact NGDA_LMA_help@fgdc.gov.

Events

Training

May 3, 2017 10:00-12:00 ET
Dataset Managers and Theme questions, and maturity response contact NGDA_LMA_help@fgdc.gov

May 4, 2017 1:00-3:00 ET
Topics for those who cannot attend sessions will be recorded and you have not received the invitation.

NGDA Lifecycle Maturity Assessment
8/1/2017 10:17 AM

2017 NGDA Lifecycle Maturity Assessment
Community Type: Work Group
Sponsor: FGDC
Sponsor Email: NGDA_LMA_help@fgdc.gov
Register or login in order to participate in this community.

FGDC.GOV
FEDERAL GEOGRAPHIC DATA COMMITTEE

NGDA Lifecycle Maturity Assessment (LMA)
Frequently Asked Questions (FAQ)
Federal Geographic Data Committee
5/1/2017

Completing the Assessment



Receive Token to Begin LMA

- ❖ Dataset Manager will receive invitations with unique tokens on May 8th to begin the assessment
- ❖ Dataset Managers (or designees) will work with Data Stewards and other agency personnel to gather the background information needed for input

2017 NGDA Lifecycle Assessment - DRAFT

Assessing 2017 National Geospatial Data Asset (NGDA) Lifecycle Maturity

This is a controlled survey. You need a valid token to participate.
If you have been issued a token, please enter it in the box below and click continue.

Token:

[Continue](#)

Token for each NGDA

Click the button to print the current page or save as a PDF.

[Print](#) [PDF](#)

Considerations

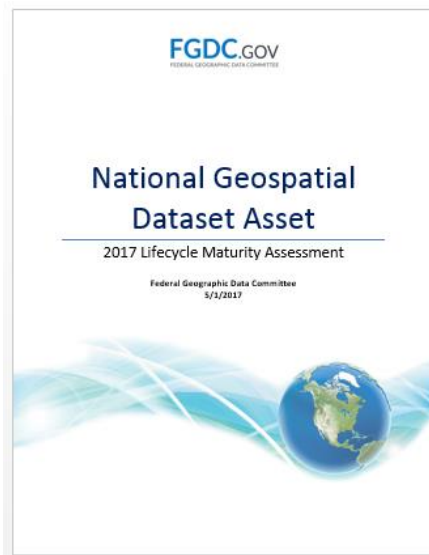
- ❖ Review the ‘Considerations’ on the Questions Overview page before beginning

Question index
1. Survey Navigation / Help
2. Introduction
3. Questions Overview
4. Questions for All Stages
5. STAGE 1- Define/Plan
6. STAGE 2- Inventory/Evaluate
7. STAGE 3- Obtain
8. STAGE 4- Access
9. STAGE 5- Maintain
10. STAGE 6- Use/Evaluate
11. STAGE 7- Archive
12. Review and Approval
13. Feedback
14. Submit

1. Determine the time frame for this assessment based on whether a 2015 baseline LMA was completed
2. Consider if the NGDA you are responding to is “active” or “static” per the definitions
3. Responses to all maturity questions are presented in ascending level of maturity from “no activity” (rank 0) to “fully implemented with recurring assessments” (rank 5). See [How to Calculate Maturity](#) for further details
4. Small justification text boxes can accommodate a large amount of text

Approach – use Word Document

- ❖ The National Geospatial Dataset Asset 2017 Lifecycle Maturity Assessment document may be used by respondents to review and answer the questions collaboratively prior to entering the final responses into the online LMA.



All Questions

General Questions for All Stages – Question 2

Full Question Text: 2) Is there a process in place to ensure that open government and transparency guidelines are followed in all lifecycle stages for this dataset?

Clarifying Statement: **Clarifying Statement** - Supporting examples may include: steps taken to ensure that dataset processes include openness in communication and accountability (i.e. improves opportunities for public participation and collaboration, GeoPlatform.gov marketplace utilization, etc.), actions are performed in an open manner appropriate to the sensitivity requirements determined for the dataset including consideration of all aspects of Controlled Unclassified Information (CUI).

References pertaining to all Lifecycle Stages: [M-13-13 — Open Data Policy-Managing Information as an Asset, Federal Register, GeoPlatform.gov Market Place, Controlled Unclassified Information, Personally Identifiable Information, IST Special Publication 800-122, OMB Circular A-16 Supplemental Guidance, and Stages of the Geospatial Data Lifecycle pursuant to OMB Circular A-16.](#)

Lifecycle stages include – Define (Plan), Inventory/Evaluate, Obtain, Access, Maintain, Use/Evaluate, and Archive.

Choose one of the following answers

Question Options:

- ☐ No process is in place (Please explain)
- ☐ Under development
- ☐ Developed, documented, and implementation started
- ☐ Implementation progressing with respect to sensitivity requirements
- ☐ Implementation well established
- ☐ Fully implemented including recurring assessments

[Justification required; field appears when selected]

Overview

- ❖ Use the Question Index for navigation
- ❖ Clarifying Statement may provide additional instruction, relevant references, definitions, and examples to assist with the response

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References pertaining to all Lifecycle Stages: [M-13-13 — Open Data Policy-Managing Information as an Asset, Federal Register](#), [GeoPlatform.gov Market Place](#), [Controlled Unclassified Information](#), [Personally Identifiable Information](#), [IST Special Publication 800-122](#), [OMB Circular A-16 Supplemental Guidance](#), and [Stages of the Geospatial Data Lifecycle pursuant to OMB Circular A-16](#).

Lifecycle stages include – Define (Plan), Inventory/Evaluate, Obtain, Access, Maintain, Use/Evaluate, and Archive.

Choose one of the following answers

Question Options:

- ☐ No process is in place (Please explain)
- ☐ Under development
- ☐ Developed, documented, and implementation started
- ☐ Implementation progressing with respect to sensitivity requirements
- ☐ Implementation well established
- ☐ Fully implemented including recurring assessments

[Justification required; field appears when selected]

Review and Submit Assessment



Review and Approval Process

- ❖ Please indicate who is responding to the LMA
- ❖ Include reviewer contact information
- ❖ A minimum of one reviewer is required

Are you **Jim Irvine**, the designated Dataset Manager, completing this for the NGDAID 9874 **Sailboats of the world** dataset?

☐ Yes ☒ No

? If this is not the correct NGDA please contact NGDA_LMA_help@fgdc.gov.

Please enter the following information.

Name:

Email:

Relationship to the NGDA:

Who has been or will be reviewing the information in this submittal?

	Name	Email	Date
Supervisor	<input type="text"/>	<input type="text"/>	<input type="text"/>
Theme Lead	<input type="text"/>	<input type="text"/>	<input type="text"/>
Executive Champion	<input type="text"/>	<input type="text"/>	<input type="text"/>
SAOGI*	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

? Click to view the list of **Executive Champions** and **Theme Leads**.

*Indicates Senior Agency Official for Geospatial Information (SAOGI)

Review and Approval Process

- ❖ Scroll down to see the summary of all questions and responses
- ❖ Red text indicates a missing response to a required question
- ❖ Return to any questions to complete them as needed
- ❖ Once complete, scroll down to **save, print or submit**

Your Dataset: NGDAID 556: The list of all buildings...

Please review your answers. When you submit your 2017 LMA, if you have not answered all questions, you will receive a warning message and be redirected to the first question that has not been answered.

Printing tips: Please print using the landscape option – the Question Index and Print buttons tested have similar printing issues.

If you plan to answer any questions at a later time, please close your browser window. You will receive an invitation to take the survey. Any questions you have provided an answer to will be saved and populated the survey upon your return.

You have the option to print your answers at the bottom of this page.

13.a) To justify your response to Question 13, what types of digital machine-readable formatted web services or download services are available for this dataset?

ArcGIS Feature Server
ArcGIS Map Server
WCS – Web Coverage Service
OWS – OGC Web Service Common
JPEG 2000 – Joint Photographic Experts Group
GeoPDF – Geospatially enabled Portable Document Format
LPK – Layer Package file
Other web service format (if selected question will appear below)
Other data download format (if selected question will appear below)

Please provide other web service formats:
asdaad; adad

Please provide other data download formats:
adad; adadad

14) Is there a maintenance process in place for this dataset?

You have not provided a REQUIRED response for this question

Explanation if "No process is in place" selected:
Not Required

Warning: Do not proceed to clicking the "Next" button until all red remarks have been cleared.
How to clear red remarks:

- Use the "Question Index" or "Previous" buttons to navigate to the question(s) with red remarks.
- Select the appropriate response, or fill in and explanation, or fill in "Other" information as needed.
- Select "Next" to save your changes
- Return to the "Review and Approval Page"
- Determine if any other red remarks exist, if so, repeat the above process
- If no red remarks exist, click "Next" at the bottom of the "Review and Approval Page" page

◀ Previous Next ▶

Click the button to print the current page or save as a PDF.

Print PDF

Lifecycle Maturity Assessment Output

- ❖ NGDA Dataset Reports
- ❖ Theme Summary Reports
- ❖ A-16 NGDA Portfolio Summary Report
- ❖ GeoPlatform LMA Performance Dashboard

NGDA Dataset Report

Official NGDA Title: Bailey's Ecoregions And Subregions Of The United States, Puerto Rico, And The U.S. Virgin Islands - Direct Download

Metadata Record Title: Bailey's Ecoregions And Subregions Of The United States, Puerto Rico, And The U.S. Virgin Islands - Direct Download

A-16 NGDA Theme: Biota

Executive NGDA Theme Champion(s):
Name: Jerry Johnston
Agency: DOI
Email: jerry_johnston@ios.doi.gov

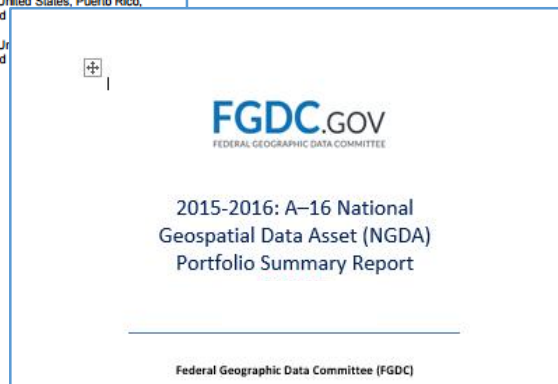
Theme Lead(s):
Name: Marcia McNiff
Agency: USGS
Email: mmcniiff@usgs.gov

Dataset Manager(s):
Name: Robert G. Bailey
Agency: USFS
Email: robertgbailey@fs.fed.us

Metadata:
Registration Status: Complete
Registered on: 3/26/2015
GeoPlatform Link*: <https://www.geoplatform.gov/node/24323f0e52e0a5b977c86>
Data.gov Metadata Link*: <http://catalog.data.gov/harvest/object/92f8aafb5406/html>

*If the metadata has been updated and reharvested after publication of this report, the dataset may be searched for manually in Data.gov or GeoPlatform.gov

Created: 2015/12/31



GeoPlatform Performance Dashboard

LMA Services Datasets Help James Irvine

NGDA Lifecycle Maturity Assessment Dashboard

Select a NGDA Dataset Lifecycle Maturity Assessment survey from the drop-down below. The most recent results are displayed by default and show NGDA Dataset maturity levels. You may choose to filter by Theme or Agency using the Selection Type and Selection drop-downs. For more details, click on a rating box (cell) or hover over column headings.

Survey: 2015 Final Survey Results Filter by A-16 Themes: 0 Selected Filter by Organizations: 0 Selected Export: PDF Legend

Dataset	General	Define	Inventory / Evaluate	Obtain	Access	Maintain	Use / Evaluate	Archive	Overall	Theme	Agency
Rollup	4/5	4/5	5/5	5/5	5/5	4/5	4/5	4/5	4/5		
1 meter Digital Elevation Models (DEMs) - USGS National Map	4/5	5/5	5/5	3/5	5/5	4/5	5/5	3/5	4/5	Elevation	DOI-USGS
1/3rd Arc-second Digital Elevation Models (DEMs) - USGS National Map	4/5	5/5	5/5	4/5	5/5	4/5	5/5	3/5	4/5	Elevation	DOI-USGS

2017 Assessment Schedule

- ❖ **May 8:** Dataset Managers receive invitations with unique tokens
- ❖ **May 8 - August 4:** LMA can be completed anytime during this timeframe
- ❖ **August 4:** All NGDA must have a completed assessment
- ❖ **August - October:** Reports and Dashboard will be developed

LMA LimeSurvey Demo

2017 NGDA Lifecycle Assessment - DRAFT

Assessing 2017 National Geospatial Data Asset (NGDA) Lifecycle Maturity

0% 100%

Survey Navigation / Help



Welcome - This is the 2017 A-16 NGDA Lifecycle Maturity Assessment

Your Dataset: **TOKEN:ATTRIBUTE_1**

Welcome - This is the 2017 A-16 NGDA Lifecycle Maturity Assessment. Your dataset: TOKEN:ATTRIBUTE_1 This assessment was built using LimeSurvey and operates successfully on Internet Explorer, Firefox, and Chrome browsers. **We recommend using Firefox or Chrome to complete this survey.** **[NGDA Name]**

Cookies must be enabled. Cookies are required to return to the previous session.

Users are strongly encouraged to use the navigation buttons within the survey. **Please DO NOT click the back arrow on your browser, instead, please use the 'Back' and 'Next' buttons available on the bottom of each page of the survey.** These buttons must also be utilized to ensure your answers are saved before leaving this survey and exiting the browser session.

Clicking the 'Next' will **save the work** on the current page. Before leaving a page make sure 'Next' is clicked to **save**.

If you would like to **export your answers**, please **wait until you reach your Assessment page** where you can review all of your inputs. Here you will have the option to "Print this Page". A pop up window will open and you can choose the option to 'Export to PDF'. If you need to print from other pages **please use the landscape option**.

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12. Administrative Questions
13. Review and Approval
14. Submit